

Present: Cllrs Bird, Collis, Davidson, Elmer (Chair), Ferguson, Passmore, Ramsay, Smith
Also Present: ECC Cllr Erskine
Clerk: Lin Keating

Member of Public: Mr Lungley
Absent: None

1. **To accept apologies for absence:** Cllrs Stertz, Donn
2. **To consider any applications for the co-option of Ramsey Ward Councillor:** To be able to give consideration to the two applications for the role to be decided, a dispensation was granted in line with the RPPC Dispensation Policy 6.1 (a) to avoid the transaction of the business being impeded. Resulting in Mr Anthony Colbourne being co-opted into the role, an invitation for him to join the next meeting of the RPPC to make a declaration of office is to be made.

Action: Clerk
3. **Declaration of Interest: Councillors are invited to declare any disclosable Pecuniary Interests or other interest and nature of it, in relation to any item on the agenda:** None
4. **To receive a report from Essex Councillor Andrew Erskine (Ramsey & Parkeston):**
 - a) Wix Road Footpath: a full report of the feasibility report is to be circulated via email for information and comments to be brought forward.

Action: Clerk
 - b) HGVs: further reports of HGVs causing disruption in the village of Ramsey and Parkeston alike are being taken forward again through Highways with the aim to have signage erected to raise awareness to drivers before entering the villages. A meeting has been requested with Ian Grundy, ECC Cabinet Member for Highways; the possibility of representation of RPPC and public to attend the meeting is to be confirmed.
To further highlighting the issues are to be taken to the next liaison meeting with Harwich International Port, date to be confirmed.

Action: Cllr Erskine
5. **To receive a report from TD Councillor Tanya Ferguson:**
 - a) TDC CEO Ian Davidson, walk about of both wards with both Cllrs Ferguson and Davidson gave the opportunity to raise issues including hot spots of fly tipping and specific concerns regarding Emperor House, Parkeston that Mr Davidson has agreed to take the lead to address the issues with the agents/owners.
Update:
 - b) Former Tyes Garden Centre; residents of the site reported issues with refuse collection being 'ad hoc', identified as an issue with the contractors collection programme has been addressed with no further concerns.
 - c) Ramsey Roundabout: the programme of replacement light columns continues; the schedule of maintenance to the vegetation is to be clarified with Kevin Dogharty.
 - d) A120 verges; a full clean up of the verges of rubbish being exposed by the cutting of vegetation has been undertaken by the contractor; the schedule for litter picking was confirmed as being quarterly.
 - e) 'Tommy Tour de Tending': Cllr Ferguson was excused from the meeting to present and encourage the involvement of Harwich Town Council E&C committee meeting with a 'Tommy' purchased by the RPPC to support the 'There But Not There' campaign in recognition of the centenary of the end of WW1. 'TDC have invited Parish and Town Councils to take part in their 'Tommy Tour de Tending'.

- 6. To confirm the minutes of the meeting of the RPPC held on 15th March 2018:** Cllr proposed and Cllr Davidson seconded Cllr Ramsay a motion that the minutes to be signed as a true record with the motion carried. The Chairman then signed the minutes as a true record.
- 7. To hear a report on actions taken by the clerk and members as agreed at the last meeting:**
- a) Suzanne Howe; a letter of thanks following her resignation from her role as Ramsey Ward Councillor has been sent from the Chairman on behalf of the RPPC
- 8. To consider any planning issues and decisions submitted to the meeting date:**
- Application No: 18/00546/FUL
Proposal: pitched roof over existing single storey rear extension & form room in roof space
Location: Whispers View Wrabness Road Ramsey
The view of the RPPC is no objection, proposed by Cllr Ramsay seconded by Cllr Smith with all in favour.
 - Application No: 18/00588/FUL
Proposal: Extension and alterations to existing house (known as Plot 10) to form 4Bedroom house with integral garage
Location: Former Caretakers House Former Ramsey Primary School Wix Road Ramsey
The view of the RPPC is no objection proposed by Cllr Passmore, seconded by Cllr Ramsay with all in favour; Cllr Passmore asked for monitoring of any works carried outside of the area to be done.
- a) To receive decision submitted by the RPPC Planning Sub-committee since the last meeting:
- Application No: 18/00451/FUL
Proposal: single storey side extension, one & two storey rear extension & front porch construction.
Location: Landrecies Ramsey Road Ramsey
The view submitted on behalf of the RPPC was No Objection
 - Application No: 18/00445/FUL
Proposal: change of use from D1 to C3 from Methodist Chapel to 2 bedroom house. Installation of 16 x solar panels on chapel roof. Erection of boundary fencing to create private garden space
Location: Ramsey Methodist Church The Street Ramsey
The view submitted on behalf of the RPPC was No Objection
- b) To receive decisions received from TDC:
- Application No: 18/00238/FUL
Proposal: Extended existing single storey garage and convert to habitable accommodation as an annex to a two storey house.
Location: Roborough Church Hill Ramsey
Decision: Delegated – Approval - Full
- 9. To allow public participation: 15 minutes allowed:** Nothing raised
- 10. To receive any report from Members on Community Activities:**
- a) Parkeston: Cllr Davidson reported:
- The new Community Centre (formerly Parkeston Bowls Club) is soon to open to the public
 - A 'Superhero' night is being held at the Railway Club 28/04
 - Welfare park:all repairs have been done following the recent spate of vandalism, CCTV is being purchased to increase security, supported by Suria Rice who have agreed to supply the power link.
 - Royal Oak Quiz Night; fundraising event for the Welfare Park – date to be confirmed
- b) Ramsey: Cllr Passmore reported:

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- Easter Egg hunt; postponed due to the bad weather went ahead and was well supported
 - RWMH trustees: the CIO has been transferred to the organisation taking responsibilities from the individual, hopefully this will now encourage additional interest in joining the committee.
- c) Clayton Road: Cllr Bird reported:
- Residents Association: with 3 members to date the association is now in place; sourcing a venue for meetings and fundraising events has been an obstacle to date. Cllr Ferguson, Smith and Elmer showed an interest in attending meetings.
- 11. To receive a report regarding the Parkeston Cemetery: Cllrs Elmer and Davidson reported:**
- a) St Paul's lychgate; works are now in place to re-site the memorial to the Parkeston Cemetery with written consent from solicitors acting on behalf of the Diocese.
 - b) Cemetery Chapel: fundraising options are being source to give consideration of upgrading the chapel as a major project: Cllr Ferguson proposed, seconded by Cllr Bird with all in favour to support Cllr Davidson in leading the project.
 - c) Chapel Doors: maintenance to the wooden external doors has commenced
 - d) Cemetery Lodge: the monitoring of internal and external cracks are ongoing with a further 3 months prior to the structural engineer carrying out a survey with recommendations for works
- 12. To receive a report from the Transport Representatives:** Nothing not covered elsewhere
- 13. To receive reports from Councillors attending other meetings:** none attended
- 14. Correspondence to note:**
- a) Harwich and District First Responders: a letter of thanks has been received for the donation from the RPPC of £500.
 - b) Essex Air Ambulance: a letter of thanks has been received for the donation from the RPPC of £500.
- 15. Councillors report any items for future agendas: each Councillor is requested to use this opportunity to report on minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**
- a) A Colbourne is to be invited to the meeting to accept his role as Ramsey Ward Councillor following successfully being co-opted at this meeting.
- 16. To approve the Statement of Internal Control 2018/19 as previously circulated:** Proposed by Cllr Ferguson, seconded by Cllr Passmore with all in favour, the Chairman signed the statement as approved.
- 17. To approve the Annual governance statement 2017/18 in accordance with requirement of the Annual return for the year ended 31 March 2018, as previously circulated.** Proposed by Cllr Passmore, seconded by Cllr Smith with all in favour, the Chairman signed the statement as approved
- 18. To approve Accounting statements 2017/18 in accordance with requirements of the Annual return for the year ended 31 March 2018, as previously circulated:** Proposed by Cllr Davidson, seconded by Cllr Collis with all in favour, the Chairman signed the statement as approved
- 19. To agree accounts for payment.**
- The claim for VAT totalling £3194.33 has been received was in the bank from HMRC 05/04/18.
 - Review of Local Council Tax Support Schemes: a request from the Ministry of Housing, Communities and Local Government to confirm if TDC compensated the RPPC for loss of income due to local council tax support schemes from the Revenue Support Grant they receive from government for the financial years 2013 – 2019 has been responded to confirm a grant has been received for that period.
 - GDPR – Data Protection Officer: the EALC are in the process of issuing details of a bank of relevant qualified personnel for the RPPC to consider for the external role.

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EXPENDITURE				INCOME			Bank Balance
Payee	Description	Payment Ref	£p	Name	Description	£p	
L Keating	Clerks Salary	online	£950.40		Brought Forward		£76,309.36
	Expenses/BT		£134.40				
L Keating	Office Rent	online	£500.00				
Acumen Wages	Service	online	£120.00	M Jay	Cemetery Lodge Rent	£560.00	
G Elmer	Chairs Tel Allow	online	£69.00	HMRC	VAT repayment	£3,194.33	
E-on	Supply	online	£263.35	TDC	1st Precept Payment	£33,605.00	
EALC/NALC	Affiliation 18/19	online	£480.98				
Accent Stationers	Stationery	online	£103.91				
A&J Lighting	Contract	online	£55.80				
Cranmer Installations	Cemetery Lodge	online	£269.40				
Landscape Services	Contract	online	£720.00				
			£366.00				
Cllr R Passmore	Councillors allow17/18	online	£516.00				
		Total	£4,549.24				
	Cemetery Account including budget figures for water rates, business rates, landscaping less expenditure and income from lodge rent, burials and memorials to date.		£5,917.00				
					Total	£37,359.33	£103,202.45

- 20. To confirm the date of the Annual Meeting of the Ramsey & Parkeston Parish Council Assembly is to be held in the Hamilton House, Foster Road, and Parkeston on Thursday 3rd May 2018 at 7.15 p.m. followed by a limited meeting of the council: Cllr Elmer proposed to move the meeting to the newly refurbished Parkeston Village Community Centre, Hamilton Street, Parkeston, seconded by Cllr Ferguson with all in favour.**

- Cllr Ferguson put her apologies forward as being unable to attend the next meeting.

The Chairman closed the meeting at 8.10 p.m.